



TWENTY-SIXTH ANNUAL REPORT OF THE  
BOARD OF TRUSTEES  
AND  
TWENTY-FIFTH ANNUAL REPORT OF THE  
LIBRARIAN OF THE PUBLIC LIBRARY  
OF THE DISTRICT OF COLUMBIA

FOR THE FISCAL YEAR  
ENDED JUNE 30

1923



WASHINGTON  
GOVERNMENT PRINTING OFFICE  
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JOHN B. LARNER, term expires 1924.  
ERNEST L. THURSTON, term expires 1924.  
DANIEL A. EDWARDS, term expires 1926.  
MRS. MARIE MANNING GASCH, term expires 1926.  
MRS. LYMAN B. SWORMSTEDT, term expires 1926.  
CHARLES J. BELL, term expires 1928.  
THEODORE W. NOYES, term expires 1928.  
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<sup>1</sup> The president is ex officio a member of all committees.

# REPORT OF BOARD OF TRUSTEES OF THE PUBLIC LIBRARY.

WASHINGTON, *October 9, 1923.*

THE COMMISSIONERS OF THE DISTRICT OF COLUMBIA:

During the fiscal year in respect to which the library trustees now make to you their twenty-sixth annual report, the Public Library has increased steadily in usefulness to the community and in the affectionate regard of book-using Washingtonians. This wholesome library growth shows itself in many ways, as in increase in number and circulation of books, in enlargement of the list of registered readers, in development of the distribution system through branch libraries and through library rooms in new public-school buildings (assigned but unfortunately not yet occupied), and in strengthening the library's power to fulfill its high function in respect to the public schools and its work among children. The details of this fine record of public usefulness under serious handicaps are set forth interestingly in the report of the librarian to the trustees which is attached to and made a part of this report. As an appendix to the trustees' report we also attach a condensed statement of library conditions and needs, prepared by the librarian and submitted to the Director of the Bureau of the Budget in accordance with the latter's request.

## VITALLY IMPORTANT EVENTS.

The vitally important events of the fiscal year of our report are as follows:

1. The Southeastern Branch Library building, the gift of the Carnegie Corporation of New York, was opened to the public. The corporation also had offered not less than \$100,000 to erect a Mount Pleasant branch library building. Congress accepted this offer and appropriated \$25,000 to purchase a suitable library site.<sup>1</sup> Through the public-spirited cooperation of Mrs. John B. Henderson an admirable site was purchased within the limit of the appropriation.

2. At the end of the last session of Congress the classification act of 1923 became a law, and the Personnel Classification Board is doing the necessary preliminary work of allocation preparatory to putting the law into operation July 1, 1924.

The labors of the library trustees for the year have sought to advance the library along two main lines of development—first, in strengthening the library through better pay of an underpaid force and through enlargement in size of an inadequate force; and, second,

<sup>1</sup> Mount Pleasant Branch Library: For the purchase of a site for a branch of the Free Public Library in the Mount Pleasant-Columbia Heights section of the District of Columbia, \$25,000, or so much thereof as may be necessary, and authority is hereby conferred upon the Commissioners of the District of Columbia to accept from the Carnegie Corporation of New York not less than \$100,000 for the purpose of erecting a suitable branch library building on such a site, subject to the approval of said commissioners and the board of library trustees. Approved, February 28, 1923. (District of Columbia appropriation act, fiscal year 1923-24.)

in expanding the scope of the library's field of activity by adding branch libraries and other new distribution centers.

### BETTER PAY OF LARGER FORCE.

The trustees recognize that library development through better pay of a larger force depends upon more adequate appreciation of library work in its relation to community welfare and upon a more thorough understanding of the study, training, and experience necessary to efficient library service. The trustees have therefore labored earnestly during the year to develop this increased appreciation in the Budget Bureau in its function of curtailing estimates, in reclassification boards in allocating library workers, and in Congress in handling estimates submitted to it and in making library appropriations.

### RECLASSIFICATION.

In systematically coordinating and readjusting work and pay in the Government service under the reclassification law, the high standard of requirement for library work and the relation of good service in this work to the community welfare have been increasingly recognized, with the result that the library worker is, we hope and believe, coming into his or her own as a highly useful and valued community servant.

Library salaries in general are conceded to be so distinctly inadequate when the scope and character of the service rendered by librarians are considered that we confidently anticipate from equitable administration of the classification law, large increases in library salaries, bringing them up to those paid to comparable professional, scientific, and technical workers in the employ of the Government.

The library trustees have stressed the necessity and equity of fair treatment of library workers in the reclassification of Government employees in their representations to the commissioners and to the Personnel Classification Board.

### ALLOCATION OF LIBRARIAN.

The trustees have felt a special responsibility in respect to the just allocation of the librarian whom we appoint. We have met this responsibility by urging energetically upon all in authority the considerations set forth in a statement on the subject which we formally adopted and which has been submitted to the Personnel Classification Board.

### ALLOCATION OF LIBRARIAN AND LIBRARY STAFF.

We strongly recommend that the position of librarian of the Public Library be allocated to grade six in the professional and scientific service, the annual rates of compensation of which are to be \$6,000, \$6,500, \$7,000, and \$7,500, unless a higher rate is specifically authorized by law. Under the terms of the law the annual salary of the librarian on July 1, 1924, would become \$6,000. Our reasons for this recommendation are as follows:

1. The size and importance of the Public Library and its work make the administration of it a complex administrative job comparable with that of scientific and administrative head of a "major professional bureau." Our Library has 250,000 volumes and circulates more than 1,000,000 volumes annually from the main library and two branches, several stations, and through all high and grammar schools. Another branch is about to be built

and several more are planned including several in public school buildings. The library service is divided into departments, including order, cataloging, binding, circulation, reference, industrial, and children's, each having a trained and expert staff. Most junior assistants are trained by the library itself. At present the staff consists of 110 persons, of whom 60 are professional and subprofessional workers. Our estimates for the next fiscal year call for an increase in library personnel of 55 persons.

2. The salary for the designated grade is justified for the reasons set forth in the following extract from the last annual report of the board of library trustees, including the salaries paid to chief librarians of comparable municipal libraries:

#### INCREASE LIBRARIAN'S SALARY.

"The trustees renew their urgent recommendation of substantial increase in the salary of the librarian. This salary is inadequate when compared with the minimum for the librarian's grade in the reclassification bill; when compared with the salaries of librarians of cities of Washington's classification in population, containing libraries of approximately the same grade as that of Washington; and when considered in the light of Librarian Bowerman's standing among the foremost progressive librarians of the country, in the light of his high personal and professional qualifications, and in view of his 18 years of devoted, effective service in the library's upbuilding. Recent figures of the salaries of librarians in cities of Washington's class and in some cities of much smaller population are as follows:

"New York City, chief librarian (probably), \$12,000; chief circulation department, \$5,500; Brooklyn, \$10,000; Chicago, \$7,800 (since increased to \$8,500); Detroit, \$7,500; Cleveland, \$7,000; St. Louis, \$9,000; Boston, \$6,000; Baltimore, \$6,600; Pittsburgh, \$6,000; Los Angeles, \$6,300 (since increased to \$7,200); Buffalo, \$6,000; Milwaukee, \$5,500; Newark, \$10,000; Minneapolis, \$5,000; Kansas City, \$6,010; Seattle, \$6,500; Indianapolis, \$5,000; Rochester, \$5,000; Providence, \$6,760; Jersey City, \$5,000; New Orleans, \$4,500; St. Paul, \$4,500; Toledo, \$4,500; Portland, Oreg., \$4,800; Springfield, Mass., \$5,000; Bridgeport, Conn., \$5,000."

To the foregoing figures should be added Fall River, Mass., \$6,000, and Youngstown, Ohio, \$5,000.

Because of their bearing on the salary of the librarian as well as on that of the assistant librarian the following figures of salaries paid to assistant librarians in other cities are submitted: Newark, \$5,000; Providence, \$5,000; Brooklyn, \$4,800; St. Louis, \$4,200; Chicago, \$4,020; Boston, \$4,000; Cleveland, \$4,000. It will be noted that all but two of these salaries of assistant librarians are more than the present salary of our chief librarian, \$4,000.

3. In practically all of the cities mentioned above the boards of library trustees are able to fix salaries. We have no such power. In 1919 in anticipation of the work of the Reclassification Commission the library board recommended a Public Library salary schedule to the Reclassification Commission and in it recommended a salary for their chief librarian of from \$6,000 to \$7,000—exactly the salaries of grade 6. During the four years since that schedule was drawn up the volume of the services of our librarian and his responsibilities have increased, so that we are more urgent than ever that he be placed in grade 6, in order that we can properly pay him for the services he renders to this community.

The board of library trustees is well aware that proper allocation of the library's professional staff will result in a large increase in library expenditures. Inasmuch, however, as this will come about solely from the fact that the library service has always been notoriously underpaid, even in comparison with other underpaid professions, the library board trusts that the Personnel Classification Board will not be deterred from doing the right and just thing, merely because the doing of justice will result in largely increased costs. The board of library trustees takes great pride in the Public Library and its highly expert staff, and strongly desires that the operation of the new law may bring to it long overdue increases in compensation.

#### ESTIMATES AND APPROPRIATIONS.

The petitions of the trustees under the law to Congress, through the commissioners, for library legislation and appropriation are so altered by the supervising and modifying action of the commission-



ers and by the arbitrary percentage reductions of the Budget Bureau that, as we last year pointed out, the trustees in congressional sub-committee hearings concerning the library estimates and appropriations "have enjoyed only the privilege of explaining and defending inadequate proposals which they have not themselves made, in shape which they can neither explain nor defend."

The trustees have been in the habit of printing in their annual report as the Public Library estimates their own estimates for the approaching year, compared with the current appropriations. This showing has been informative and useful, both practically in the present and as a record for future reference. But to-day who can say what are the real Public Library estimates? First, there are the original estimates of library needs as set forth by the trustees, intrusted by the law with the management of the library, which express the deliberate convictions of the trustees concerning such needs. Next come the estimates of the trustees as modified by the trustees themselves in response to specific directions or requests of the commissioners. Next the commissioners' estimates representing not the library needs but the amount of money which they think can be spared for library maintenance during the year, taking into consideration all other municipal expenditures. Next the commissioners' estimates as altered by the Budget Bureau. Next the Budget Bureau's own library estimates, expressing its final conviction not concerning real library needs but concerning the amount of money which is thought to be available in partial satisfaction of these needs. And lastly the House Appropriations Committee presents its own thought concerning full library needs to the House in the tentative draft of a District appropriation bill. The trustees' estimates run the gauntlet along the whole line. Practically anybody's objection anywhere in the line knocks out a specific proposal of the trustees. If the commissioners dissent, the protested item will not come even to the attention of Congress. If the commissioners approve but the Budget Bureau disapproves the result is the same. Out goes the item.

The trustees repeat with renewed vigor and special emphasis our urgent request of last year that our original estimates be forwarded to Congress for consideration along with these estimates as modified by the commissioners and the Budget Bureau, just as the estimates of the public schools (of which the Public Library is by its organic act a supplement) are thus forwarded in accordance with law. The figures of the commissioners and Budget Bureau suggest limitations upon the amount of appropriations, and the trustees' figures set forth the full library needs, and are helpful in appropriating to meet the greatest needs in the wisest way whether the amount of appropriated money available is great or small.

#### LIBRARY ESTIMATES EXPLAINED AND DEFENDED.

The original estimates of the library trustees are explained and defended in the following letter signed by Vice President Wendell P. Stafford for the library trustees, dated June 28, 1923, and sent to the commissioners through Commissioner Oyster, under whose special guardianship among the commissioners the Public Library by assignment falls:

In compliance with the order of the commissioners dated March 22 concerning the submission of estimates, I have the honor to submit on behalf of the board of library trustees the estimates for the maintenance of the Free Public Library for the fiscal year 1924-25.

Inasmuch as these estimates involve a very considerable increase over our appropriations for the ensuing fiscal year, it seems desirable to give the reasons that justify and require such increases.

An analysis of these estimates shows that there are seven principal objects for which such increases will be required, as follows:

1. *Increases in salaries of present statutory roll.*—According to instructions estimates are submitted in accordance with the basic salaries of the 1924 appropriation act. The statutory staff of the present organization (central library, including general administration and the Takoma and the Southeastern branches) consists of 97 positions, with basic pay of \$84,140—which is what appears in the estimates as now sent in. However, the allocations of the Personnel Classification Board of the library staff to the classification act of 1923, are bound to require a considerable increase in the present library salaries, practically all of which are very inadequate. The bonus pay of \$240 per annum increases the total for the present staff to \$106,556. If the allocations recommended by the Library trustees to the commissioners should be accepted by the Personnel Classification Board, the amount required for the present force would be \$140,198.

2. *Increased staff of 20 persons required for the present establishment and for general administration.*—We are now employing an average of 10 persons from our substitute and desk funds and still must close the central library every Wednesday at 3 p. m., and are running the two branches on shorter hours than are required to meet community demands. Our main library staff is altogether inadequate in numbers to carry on present work. But the five new branches provided for in these estimates will throw a very large increase of work on the central library organization in the purchase, cataloguing, and other work of preparation of the large stocks of books needed for such new branches and for the other work incident to their administration. It is indispensable to open these new branches with proper staffs for each of them, but the library trustees believe it would be entirely indefensible to undertake such a big expansion of the work of the library without making proper provision for meeting the increased burden that will devolve upon the central organization in their administration.

The use of the Southeastern branch has so far exceeded expectations that the staff provided is inadequate in numbers and should be increased in order to give proper service when the branch is open and to open it at full hours, viz., 9 to 9 daily, instead of the present reduced schedule.

These 20 proposed new positions include 17 for the central organization and 3 for the Southeastern branch. The salaries proposed are in accordance with grades in the classification act of 1923 found most appropriate to the responsibilities of the new employees required. They will require \$26,100.

3. *New branch libraries.*—These are of two classes, the first including the Mount Pleasant branch in a separate building, and the second including the four new branches in school buildings.

(a) *The Mount Pleasant branch library* is expected to be completed in time to be open one-half of the fiscal year 1925, that is, from January 1, 1925. The Carnegie Corporation has allotted \$100,000 for the erection of such building. The commissioners and the library trustees have recently asked the corporation for an increase in that sum in order to erect a larger branch library, with the thought that the size and character of the population to be served will develop a use of that branch only slightly less than the use of the central library. Our experience in trying to run the Southeastern branch with too small a staff points to the need for starting off at Mount Pleasant, with a much larger population to be served, with a staff that shall be adequate. Inasmuch as it is necessary to provide for a 12-hour daily schedule (9 to 9), with two shifts of staff and with service on two floors, this branch, to serve a population of 100,000 people, will require a staff of 21 persons. Service for six months will require for salaries \$12,791.50.

(b) *School branches.*—There should this year be no failure to include in the estimates provision for the branches in public-school buildings, in accordance with the plan agreed upon between the Board of Education and the library board and approved by the District Commissioners. (See report of the commissioners for 1922, pp. 21-22.) Through omission to send in last year the esti-

mate of the library trustees designed to stock and run them, the branch library room provided and all equipped with furniture at the Eastern High School must (unless a deficiency appropriation is provided, as is unlikely) remain unopened more than an entire year; also branch library rooms provided in the Langley and Macfarland Junior High Schools must remain unused all next school year—unless supplemental or deficiency appropriations can be secured for such school branches, which is doubtful. In the case of the new junior high schools there will be no separate school libraries, but the Public Library branches will, when opened, render the service needed both by the schools and the communities.

It is designed to open such branch libraries in high schools 12 hours daily with two shifts, all week days, including vacations. This will require a minimum staff of four persons for each such branch.

The superintendent of schools has agreed that a room will be set aside in the new Tenley School for a branch library. It is designed to open such sub-branch three days weekly with service alternating between it and the Chevy Chase School, where a library station has for some time been conducted at the expense of the citizens' association, which should be relieved of such expense. Two persons will be required for such service for 10 months.

The expense for service of these school branches will be \$5,100 each for Eastern, Langley, and Macfarland, and \$2,350 for Tenley-Chevy Chase, or for the five, \$17,650.

4. *Special services*—(a) *Substitutes*.—An increase from \$3,000 to \$7,250. At present none of this appropriation is spent elsewhere than at the main library and the two branches, although the language of the appropriation act assumes that a large part of it will be used in conducting small stations in school buildings such as the one at Chevy Chase, conducted for several years at the expense of the citizens' association. Of course, we ought to conduct several such stations in school buildings. We are spending each year considerable sums from our desk fund (every cent of which is needed for books and periodicals) and even so we lack money for the employment of substitutes in the vacation season, for extra janitor service at the branches, especially in the case of illness, and to meet various emergencies. We estimate that we need for central library, stations, etc., \$6,200; Takoma, \$300; Southeastern, \$500; and Mount Pleasant (half year), \$250; total, \$7,250.

(b) *Sunday and holiday service*.—Most unaccountably this appropriation was for the coming year cut from \$3,000 to \$2,500 in the face of urgent pleas to increase it. We have been obliged to vote to close the library all Sundays in summer and to shorten the hours of opening on all other Sundays and all holidays, so that our Sunday and holiday opening is now only a small fraction of our former practice and comes far short of meeting public demands. We need to increase the Sunday and holiday hours at the central library and we should like to open the branches on holidays, though it is not proposed to open them on Sundays. We ask to have this estimate increased from \$2,500 to \$5,000.

5. *Books and bookbinding*—(a) *Books, \$17,500 to \$50,000*.—This is required because we come far short of keeping up with legitimate demands, i. e., new books (which are costing enormously more than formerly) and the replacement of the 10,000 or more volumes that wear out annually. We opened our Southeastern branch with a pitifully inadequate book collection, which must be very largely increased before the branch can do its proper work. Then there are five branches to be stocked, including the Mount Pleasant, which should open with 50,000 volumes, and the school branches, which require from 3,000 to 5,000 volumes each properly to function. The sum of \$50,000 is really too small to do all this. We also greatly need to have in addition all of the desk fund to supplement it, instead of spending a large part of it for services as at present.

(b) *Binding, \$7,000*.—Appropriation (or including bonus paid to bindery employees, \$8,200) to be increased to \$16,000. Our bindery fund is so far inadequate that we are falling behind in rebinding of books, so that the collection is not kept up to full efficiency. Large numbers of books, otherwise perfectly good, are held out of use because of our inability to rebind them. This is a wasteful process. The expansion of the library system through branches will largely increase the flood of books to be rebound.

6. *Maintenance, equipment, and repair fund*—(a) *Contingent expenses; increase proposed from \$12,500 to \$18,500*.—Our maintenance appropriation has been so inadequate for several years that we have accumulated a deficiency of equipment (additional and replacements) that will cost \$5,000 or more to

meet. Such needed equipment consists of typewriters, filing cases, desks, chairs, multigraph, refrigerator, automobile trucks, etc. This estimate also covers two branches in separate buildings the full year and the Mount Pleasant branch a half (and the more expensive half) year, and the running expenses of four school branches.

(b) *Equipment of three school branches, \$5,000.*—The Eastern High School branch was equipped with shelving and furniture by the Board of Education from the appropriation for that building. The agreement between the library board and the Board of Education provides that shelving, furniture, and other equipment shall be supplied by the Public Library. It is estimated that such equipment will cost \$1,750 each in the case of the Langley and Macfarland Junior High Schools and \$1,500 in the case of the Tenley School.

(c) *Repairs and improvements, \$9,000.*—The elevator in the central building is in a very precarious condition. The District inspector of elevators has long since urged its replacement by a modern elevator at an estimated cost of \$3,500. The central book stacks are running over full of books. Relief must be had and could be secured by the erection of portable stacks in the library lecture hall at a cost of \$3,500. The library's contingent fund has been so inadequate that painting and smaller repairs and improvements have been impossible. For the central building and branches \$2,000 is needed.

7. *Site for Northeastern Branch Library, \$10,000.*—To carry forward the program of branch library development one new branch library site a year should be purchased. Although no application has gone to the Carnegie Corporation for an allotment of funds for the building, it is hoped and expected that the same policy that led the corporation trustees to make generous allotments of funds for the three other branches will lead them to grant the funds required for the remaining branch library buildings needed to carry out the branch library program. Northeast Washington is building up so rapidly that desirable sites are becoming scarce and are rising in price. If early action is taken it will still be possible to secure a suitable site for the sum mentioned.

In recommending that this item for a library site be included in the estimates the library trustees give it as their judgment that in case pruning is necessary, an appropriation for this site should be deferred rather than that any of the foregoing items, all needed for the maintenance of services to which we are now committed, should be omitted.

These estimates as sent in total \$261,431.50. But since the operation of the classification act will make increases in the compensation of the present staff (we hope up to the full amount of our original allocations), and since we are fully committed to the increases in force at the salaries mentioned, our estimates may be considered as totaling \$317,498.50. Such total is found to be but 73 cents per capita for the population of the District as compared with \$1 per capita declared by the American Library Association "a reasonable minimum annual revenue for the library in a community desiring to maintain a good modern public library system with trained librarians."

As we pointed out in our 1922 report (pp. 6 and 7), several of the larger American cities spend just under \$1 per capita and Cleveland spends \$1.08 per capita on its public library. The figures of our estimates are, by comparison with other cities, modest. We urge that you and your colleagues of the board of commissioners will approve and send forward our full estimates.

### SUMMARY.

Summarizing, the library trustees urge:

1. Proper allocation in reclassification of the librarian and his assistants.

2. Adequate estimates by the commissioners and appropriations by Congress, showing the same appreciation of the library workers as that indicated by the proper allocation of them in such classification.

3. Consistent development of the branch library system especially by appropriations for suitable sites, so that the community may not lose by delay the additional needed branch library buildings, which we have reason to hope the Carnegie Corporation of New York will supply, if applications are promptly and earnestly made, and the reasonable conditions of the gifts are fulfilled. Washington should

not lose this opportunity to approximate its book distribution system to that of the public libraries of other cities of its class. It falls woefully short in this respect at present.

Respectfully submitted on behalf of the board of library trustees.

THEODORE W. NOYES,  
*President of Library Trustees.*

#### APPENDIX TO LIBRARY TRUSTEES' REPORT.

(Memorandum requested by the Director of the Bureau of the Budget, submitted by the librarian, May 4, 1923.)

### THE PUBLIC LIBRARY OF THE DISTRICT OF COLUMBIA.

#### PLANS FOR DEVELOPMENT TO MEET NEEDS AND TO MATCH OTHER AMERICAN CITY LIBRARIES.

##### PRESENT STATUS OF THE PUBLIC LIBRARY.

The population of the District is above the average in intelligence and reading tastes. These wards of the Nation have a right to expect that Congress will make it possible for them to have public library facilities and service second to none afforded to the residents of any other American city. The District has long been far behind most comparable large American cities in public library distribution points, resources, equipment and service. It should be enabled speedily to catch up with the foremost and, as the capital city, it is not unreasonable for it to plan to lead all American cities in this respect. Washington is behind in the following respects:

1. *Branches.*—The library has 1 central building (badly congested) and 2 separate branches, with a third about to be built, and 4 in school buildings, ready or in course of construction. Contrast this with such smaller cities as Minneapolis, with 16 branches; Indianapolis, 18; and Portland, Oreg., 17.

2. *Staff.*—Always too few in numbers and badly underpaid. To do work of present organization properly requires considerable increase in numbers to discontinue present closing of central library and branches every Wednesday at 3 p. m., and to open present branches full hours (9 to 9). To care for overhead of the expanding system requires further increase of main organization. The branches to be provided for a year hence require adequate staffs at the outset, to avoid starting off with insufficient personnel. It is hoped that the allocations of the Personnel Classification Board will, by placing members of the library staff in the professional and subprofessional services where they logically belong, solve the question of pay, which has always been one of the library's chief handicaps. Because of low statutory salaries the library's staff has always been chiefly recruited from graduates of its own training classes. A full-fledged library school of high grade is much needed in Washington and will come in time. Proper pay through the operation of the reclassification law will make possible recruiting from library-school graduates. A well-paid, well-trained staff, of adequate numbers, is necessary to choose and purchase books wisely, catalogue them adequately, and furnish skilful service to individual readers (children, foreigners, cultivated and uncultivated.)

3. *Books.*—Many copies of the best new books of each year must be purchased. With more than a million volumes of circulation annually the wear and tear is so great that many old titles need to be replaced, also by multiple copies. The library comes so far short of supplying the legitimate demands of its intelligent constituency, that proper requests are now denied or postponed and insufficient copies of books of value are supplied. The stock of the new Southeastern branch is pitifully inadequate to meet the book hunger found in that section. To meet existing demands double the present appropriation is needed. In less than a year hence there will be the Mount Pleasant branch that should start off with 50,000 volumes, and 4 branches in school buildings, each of which should have from 3,000 to 6,000 volumes, or a total of not less than 18,000 volumes additional.

4. *Binding.*—Fund totally inadequate, so that books otherwise perfectly good are kept out of use through failure to bind them promptly. Expanding work is

constantly accentuating this situation. Binding force is underpaid as compared with the Government Printing Office binders, and the reclassification law should and probably will force higher pay to binders, which in turn will make the appropriation bind fewer books.

5. *Maintenance*.—Appropriations always so inadequate that library service is still further hampered by inability to replace worn-out equipment or increase equipment with expanding work. This applies especially to typewriters, multigraph, filing cases, desks, chairs, delivery automobiles, etc. The printing of monthly bulletin of books and other book lists has been practically abandoned. To do the present work properly and take care of the immediate expansion requires largely increased funds.

Having summarized the present status and immediate needs of the Public Library, plans for the future development of the library will now be outlined.

#### FACTORS IN THE DEVELOPMENT OF THE LIBRARY.

A constantly increasing part of the population not only completes the grammar school but goes through the junior and senior high school and more and more people go to and through college. From the outside Washington is drawing in a flood of cultivated residents, Government workers, the personnel of national organizations establishing headquarters here and many private individuals who remove to Washington when they retire from business or who come here because the city is more and more becoming a scientific, literary, and social capital as well as the political capital of the country. All of these factors will continue to intensify the Public Library's problem which should be to supply all such people library service at least as good as that they have enjoyed in any other American city; if indeed it is not legitimate to expect that the National Capital should excel in its provision for education and the nurture of the spirit as it now excels all other cities in external beauty. In order to realize such an ambition it will be necessary to achieve a large development program for the Public Library, some of the factors of which are outlined in the following pages.

#### LIBRARY CENTERS AND EXTENSION WORK.

*Central library*.—Though beautiful it is not well adapted to library work and lacks sufficient facilities for the administration of a large library system. The building must be enlarged to provide offices for the better purchasing, cataloging, storing, distribution, exchange, binding, etc., of the large numbers of books needed for the library system; also for housing a library school for training the staff of this library (and other Government libraries in Washington) unless other provision is made for such a library school in Washington. Funds for such building enlargement, if not supplied by the Carnegie Corporation (the building was a gift from Andrew Carnegie) should be supplied by a congressional appropriation. Meantime there is immediate need for appropriations for increased shelving and elevator and other equipment to make it possible to carry forward present and immediately expected work.

*Branches*.—(1) In separate buildings and (2) in school buildings.

*Separate branches*.—In addition to the two branches in separate buildings and the third (Mount Pleasant) branch about to be built, the program for branch libraries adopted by the library trustees and commissioners in 1917 also calls for separate branches to be built in Georgetown, in northeast, and southwest Washington, and in the vicinity of Dupont Circle—that is, four additional separate branches, all in thickly built-up sections. If all such buildings are built promptly it is assumed that the Carnegie Corporation will supply the funds for their erection and physical equipment. Appropriations for sites will be necessary. Later, should certain suburbs become sufficiently populous, separate branch buildings will be required for them; otherwise their wants will be met by—

*Branches in school buildings*.—The program for library extension already referred to (see Public Library Report for 1917, pp. 9–24) and outlined in revised form in Public Library Report for 1922 (pp. 29–32) calls for a series of branches, subbranches, and stations, 25 or more in number, to be established in certain selected school buildings, white and colored, so distributed as to serve the suburban population not served by separate branch libraries. The Board of Education has cordially approved the plan and entered into an agreement for carrying it out. The room for one such branch is already set aside

in the new Eastern High School. It is already equipped with furniture, so that it could be opened at once if the Public Library could supply the books and service. The two junior high schools now being erected have rooms allotted as Public Library branches. In these two cases these libraries will serve both as school libraries and as community libraries. The Tenley grade school, shortly to be built, will also have a library room, from which the library will render the double service to school and community. It is expected that as new suburban school buildings are erected or old ones enlarged, library rooms will be assigned by the school board so far as needed to give proper library service to the various suburban communities. In all such cases the agreement between the library trustees and the school trustees provides that the Public Library must secure from Congress appropriations for furniture and equipment, for books and professional service.

The picture of what the library is now doing (inadequately) or should do would not be complete without mention of other agencies, including—

Grade school deposits, consisting of graded collections of books lent for two-month periods to individual classrooms, a service regarded as indispensable by the teachers, but which is crippled by too few books, inadequate auto-truck service, and almost no inspection work.

Social settlement stations, service to which is hampered in almost every way. Playground service, once in operation, long since dropped, but earnestly appealed for every year by the supervisor of playgrounds.

Municipal reference branch, a service found in the city halls of most American cities and long wanted here.

Branches in certain Government buildings, serving employees conveniently and obviating visits to the central library or a branch.

The foregoing are types of work, all of which are regarded as appropriate, but most of which are now impossible.

This outline simply covers some of the most important ways of making the Library conveniently available to the entire population. To perform the entire quantitative work required of it would be a big achievement. But to make the Library the most effective agency for education it is indispensable also to develop its service qualitatively.

#### LIBRARY SERVICE—INFORMATION AND ASPIRATION.

If the public library is conceived of as a universal continuation school, furnishing books, information, guidance, and inspiration to every citizen, enabling him to carry on his education to the end of life, the need for librarians with education, training, personality, enthusiasm, and many other native and acquired qualities becomes apparent. The school does little more than teach the ability to become educated. The individual must do the rest and the public library is the skillful agency for helping him to develop his education to the limit of his capacity. All of which means that if our Public Library is to be enabled to render the quality of service that its highly intelligent constituency has a right to demand, it must be toned up in several ways, as follows:

*Staff more adequate in numbers.*—Just as the schools need more teachers in order to have smaller classes so as to give more individual instruction, the Public Library needs a larger staff to give more attention to the individual wants of readers. Now at every point it is too largely a matter of quickly disposing of individual readers in order to get through the day's work and of getting rid (somehow) of the throngs who clamor for books. The satisfaction of book wants is a spiritual process, the meeting of an intellectual need. It can not properly be done hurriedly, with jostling crowds and without direct contact with the individual reader.

*Staff must be better educated and better trained.*—A staff adequate in numbers, to be unhurried and not jaded by fatigue, well educated, well trained in library methods, and well informed in the subject matter handled, should be provided to give skilled information service, counsel, and direction in reading, to meet the wants of little children, foreigners, the timid, the meagerly educated, and the advanced student.

*Informational advertising.*—The Public Library should be able to make large use of print, both in the columns of hospitable newspapers and by library bulletins and lists, in order to bring within the influence of the library the people who need its help, but who have perhaps grown up before this modern idea of the library's function had been developed or who have been repelled because of unsatisfactory experiences with a library not equipped to meet their needs.

*Study clubs, story hours, etc.*—In addition to intimate individual contacts with readers, young and old, the library should be able to organize and conduct within the library story hours, book talks, library instruction classes for children, and study clubs for adults, many of whom lead lonely lives, who may be starving for intellectual associations and who would welcome group or individual counsel in their reading.

*Children's rooms.*—All branches should of course have special children's rooms or corners with specially trained staffs. Such children's librarians should be able to counsel with mothers and teachers, in order that the personal reading of the children may be so directed as to supplement school work and yet be kept individual and voluntary and therefore free from the element of school tasks.

These are only some of the qualitative factors in the work of the Public Library as it should be enabled to develop. All of this will require more money, especially for better salaries, for the character of the service outlined will and should cost much more money than we have ever been able to pay. This leads to a final statement on the question of—

#### THE PROPER BASIS OF SUPPORT FOR THE LIBRARY.

The fundamental question of a reasonable basis of support for municipal public library systems has had during the last few years the earnest consideration of the American Library Association. This national body of more than 6,000 members, composed of libraries as institutional members, librarians and library trustees, adopted through its council in January 1922 a resolution (given in full in Public Library Report 1922, p. 12) declaring "that \$1 per capita of the population of the community served is a reasonable minimum annual revenue for the library in a community desiring to maintain a good modern public library system with trained librarians," but that "communities desiring their libraries to supply these needs extensively and with the highest grade of trained service will find it necessary to provide a support much larger than the minimum of \$1 per capita." This action of the council of the American Library Association was later reaffirmed by the trustees' section of the association.

Test this standard with the library expenditures of other large cities, with the present expenditures of this library and with the library estimates shortly to be sent in.

The city of Cleveland, which probably has the most efficient public-library system of any of the larger American cities, spent in maintaining its public library system last year \$1.08 per capita. Several smaller cities spent \$1 or more per capita on their libraries, notably Brookline, Mass., \$1.48; Newton, Mass., \$1.25; Gary, Ind., \$1.13; Pasadena, Calif., \$1.16; and Mason City, Iowa, \$1. Among cities above 200,000 population several are now spending approaching \$1 per capita on their public libraries, including Boston, 89 cents; Pittsburgh, 83 cents; Seattle, 89 cents; Portland, Oreg., 99 cents; Providence, 86 cents; and St. Paul, 88 cents. The average for all cities above 200,000 population was 50 cents. Washington spent in 1922, 35 cents per capita on its Public Library. (See table in Public Library Report, 1922, p. 27.)

If Washington were to spend the minimum of \$1 per capita required for furnishing simply good (not the best) public-library service to its citizens, the Public Library would need an annual income for maintenance of \$437,531. The estimates that the library trustees will shortly send to the District Commissioners for submission to the Director of the Bureau of the Budget for the fiscal year 1925 total \$322,031. They therefore represent but 73.6 cents per capita of the District's population and are therefore modest.



## REPORT OF LIBRARIAN.

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WASHINGTON, *September 27, 1923.*

LADIES AND GENTLEMEN: I have the honor to submit herewith my report on the work of the Free Public Library for the fiscal year ended June 30, 1923, covering the nineteenth year of my service as your librarian and the twenty-fifth year of the library's life of usefulness.

Following the practice of several years, this report consists of extracts from, or summaries of, reports by chiefs of divisions of the library service and branch librarians, and of comments on general administrative matters.

The principal statistical facts about the library's resources, service rendered, and finances are summarized in a table arranged according to the American Library Association's standard form (pp. 25-26). The comparative table of municipal library expenditures, book circulations, and branch library provision in American cities above 200,000 population, as compared with Washington, appears (p. 27) as similar tables have appeared in these reports for the past 12 years. In addition to the frequent use made of this table in answering questions raised at hearings before congressional appropriation committees, its utility has been recognized by one large municipal library which requested the privilege of reprinting it in its annual report, by the American City which reprinted it in its issue of February, 1923, and by the World Almanac, in which it was reprinted in 1923 and whose editor has requested it for 1924. The treasurer's report, covering funds under the supervision of the library trustees, will be found on pages 27-29.

### FORWARD STEPS OF THE YEAR.

The events and achievements of the year of greatest significance in the library's progress are the following:

1. The Southeastern Branch Library was opened on December 8, 1922, and in less than seven months, in spite of a very meager book collection, circulated more than 86,000 volumes. With a larger book stock and increased registration, as the library wins its way with the 40,000 people it is designed to serve, it may look forward to an annual circulation of from 150,000 to 250,000 volumes or more. The opening of the branch is a big forward step in itself, and is significant as marking a new beginning of the movement that will ultimately include the maintenance of a series of branches to furnish library service convenient to the entire population of the District.

2. Following the agreement of the Carnegie Corporation to furnish \$100,000 for the erection of the Mount Pleasant Branch Library building, Congress, at the last session, appropriated \$25,000 with

which the fine site at Sixteenth and Lamont Streets has been purchased from Mrs. John B. Henderson. The population to be served by that branch is increasing at such a rapid rate that it will be necessary to provide a branch library building larger than can be built with the funds allotted for the purpose. It is anticipated that the liberality and broadmindedness which have always characterized the Carnegie Corporation's dealings with this library and its attitude toward other public objects in Washington will lead the trustees of the corporation to honor our requests for sufficient funds to build a building adequate in size and worthy of the environment on upper Sixteenth Street in the midst of other handsome public buildings.

3. The subcommittee of the District of Columbia Committee of the Senate and House reporting (67th Cong., 4th sess, S. Doc. No. 315) on the "Reorganization of the schools of the District of Columbia" included in that report a section on "The Public Library and the public schools" (in full on pp. 29-30) in which it was reported and recommended that—

The library trustees plan to erect five additional separate branch libraries, all in the thickly built up portions of the District \* \* \* The committee believes that these separate branch libraries are needed, and Congress should make the appropriations for the purchase of the necessary sites.

4. Another unit in the system of branch libraries in public school buildings seems assured in the new Tenley School Building. The municipal architect has been instructed by the superintendent of schools to include such a room in the plans for the building, completion of which is expected in 1924. Library estimates forwarded to the commissioners include items for equipment, books, and professional services.

5. At the very end of the last session of Congress the classification act of 1923 became a law, after hope of its passage had been given up by most people. This legislation has been sought so long, and now that it has been enacted seems to promise so much for the improvement of library salaries, that the disappointment at the provision that it does not become effective till July 1, 1924, is of slight moment as compared with the fact that it actually passed and that the Personnel Classification Board is now preparing to put it into effect. It is believed that the operation of the law will greatly benefit librarians. Library salaries generally are so grossly inadequate as compared with the character and quality of the service rendered by librarians that a fair-minded administration of the law can not but make large increases in library salaries and bring them up to those paid to comparable professional, scientific, and technical workers in the employ of the Government.

6. In the past year the library circulated into Washington homes and offices 1,044,213 volumes and 89,185 mounted pictures, or 1,133,399 pieces, as compared with a total of 1,093,091 in the fiscal year 1922, consisting of 1,018,414 volumes and 74,677 pictures.

#### HANDICAPS AND TEMPORARY SETBACKS.

Over against the forward steps of the year are to be set certain hampering conditions that have prevented more rapid progress toward the final goal of giving the best possible library service to the entire population of the District. Since the library's cause

is a just one, the obstacles must disappear or be surmounted, however much they may impede present progress.

1. The condition of a desperately insufficient staff has not been relieved. Indeed it was made worse by the cutting a year ago of \$500 from the appropriation for substitutes, in the face of an urgent appeal for an increase of force needed to do present work and the extra work incident to preparations of books for new branches. This compelled a further draft on the library's receipts from fines, which in turn meant that fewer books could be purchased. It has not been possible to get away from the bad habit of closing every Wednesday at 3 p. m. the year round. For the coming year another \$500 was clipped from appropriations for service, this time from the funds for Sunday and holiday opening, with the result that the library must close altogether all summer Sundays and on more holidays and must shorten its Sunday and holiday hours to 2 to 6 p. m., in the face of a recognized need for longer hours and for the opening of the branches on holidays.

2. The pressure of the Bureau of the Budget on the commissioners a year ago to cut down their estimates resulted in the elimination of all provision for the three branch libraries in schools, and later efforts to induce the Bureau of the Budget to send forward supplemental estimates were unsuccessful. As a result the new Eastern High School, which was opened in March, 1923, has a fine and well-furnished room all ready for use as a branch library, but the room was vacant and unused the last school year and must continue in that condition all of the coming year, unless, as is unlikely, an appropriation for books, service, and supplies can be secured at the next session of Congress. It is expected that the Langley and Macfarland Junior High Schools will be completed for use in the autumn. In both, branch library rooms have been promised, but the Public Library has no appropriation for the necessary equipment, books, professional service, and supplies. Both schools are remote from the central library and any branch and both must depend upon the Public Library for library service, which the library is eager to give. On the other hand, the demand for classrooms is likely to be large, so that it is not unlikely that there will be considerable pressure to use as classrooms the rooms assigned to the Public Library but which can not be occupied through the failure to secure the needed appropriations for equipment, books, supplies, and professional service. The superintendent of schools and the teachers have shown themselves so eager for the establishment of these school branch libraries that it is hoped and expected to retain the rooms assigned for library purposes, provided the delay in the securing of appropriations is not too great.

#### CIRCULATION AND INFORMATION SERVICE.

Registration statistics show that 20,671 applicants were registered during the year, an increase of 2,503, bringing the total number of cards in force up to 60,205. There were 401 new special privilege cards issued to teachers, making the total number in force 1,215; strangers to the number of 195 availed themselves of the use of the library by making deposits of \$5 each.

The number of volumes lent for home use numbered 1,044,213, an increase of 25,799. From the central library 567,959 volumes were

lent, a decrease of 59,995. There has perhaps been a slight shift in circulation from the central library to the new Southeastern branch. Residents in that section were prompt in transferring their cards. The decrease in the extension service is likewise in part traceable to the closing of three active deposit stations, one in southeast Washington.

Much effort was concentrated on securing substitute material for readers whose request slips were returned marked "out." The thought and energy of the senior assistants, who personally selected substitute books before an explanation was made to inquirers, secured telling results. It was also interesting to note that students who sought definite titles for required reading and persons who desired the new popular nonfiction frequently took other offered volumes in addition to reserving the books not available. The record noted on the back of each call slip showed that the number of substitutes taken was 92 per cent of the total number of books reported out, that 3 per cent were reserved, and that only 5 per cent of the calls were unfilled.

Other aids in the selection of nonfiction which received special attention were the readable bookcase containing standard works which had not circulated for several years, and a combination bookcase and bulletin board for collections of books on current topics. The illustrations and lists frequently called attention to empty shelves, since the popularity of certain collections was such that only through reserves could the books listed be secured. This was especially true of Egyptian history.

This constructive work counterbalanced the loss in fiction circulation, traceable in a large degree probably to the increasing number of small commercial fiction libraries scattered throughout the city.

The increase in the price of new books and binding costs forced the raising of the price of pay duplicate books and magazines from 5 to 10 cents a week. The rapidity with which they now pay for themselves has made possible a larger duplication of new titles. Of the 9,045 books reserved only 25 per cent were fiction.

There is no diminution in the number of books which must be collected from delinquents. Cases covering a long period and considered hopeless have been placed in the hands of the library police officer who has met with marked success in securing the return of the books. (From the report of Grace B. Finney, chief, circulation department.)

#### TAKOMA PARK BRANCH.

The effort of the past year, as well as of other years, has been to keep the branch library before the community and give the most efficient service possible.

The book collection now numbers 10,177 volumes. The central library sent to the branch 1,289 books to supply the special requests. The 67 titles of periodicals on file form an important part of the branch collection.

The circulation of 46,205 volumes is a decrease of 2,947 from the figures of last year. The early Wednesday closing has been largely responsible for this.

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There were 791 registrations during the year. The actual number of card holders is 3,199.

The Takoma News has kindly given space in its columns for library news. Instruction in the "Use of books and the library" was given in four lectures to the 8 B grade of the Takoma Park school.

There have been 104 meetings with an attendance of 4,417. As usual the flower shows arranged by the horticultural club have been eagerly watched for and enjoyed. (From the report of Rebecca P. Warner, branch librarian.)

#### SOUTHEASTERN BRANCH.

After formal opening exercises on the evening of December 8, 1922, the Southeastern branch was opened for reading and lending purposes at 9 a. m. the following day. The hours of opening to the public continued as follows until the closing of school in June: Mondays, Tuesdays, Thursdays, and Fridays, 12 m. to 9 p. m.; Wednesdays, 12 m. to 3 p. m.; and Saturdays, 9 a. m. to 9 p. m. At the end of school in June the summer hours were made to conform with those at the central library.

The branch opened with a book collection of approximately 5,000 volumes. Through purchases, gifts, transfers, and borrowed books from the central library this number has grown to nearly 8,000. Of course, this collection is totally inadequate in view of the large use (86,000 volumes circulated) made of it.

Registration was the first problem to confront the branch. During the first few weeks it was almost a steady performance. After the second month of opening it simmered down considerably and throughout the spring was handled with ease. To date 3,904 persons have registered at the branch. This number does not include all borrowers, as many of them, particularly adults, are using cards previously obtained at the central library. Of the 3,904 persons registered at the branch, 2,654 are children, so that more than two-thirds of those registering are children, and about one-third adults.

The total circulation to adults and children was 86,822 volumes. The adult circulation amounted to 25,427 and the children's to 61,395.

The branch has taken its place in the community's life most noticeably in the case of the children. During the school year they used the library for study and reading in recreation hours. In vacation time they turn to it for much of their pleasure. The adult readers are growing in numbers steadily and unvaryingly speak with pride of having a library in this section. (From the report of Frances S. Osborne, branch librarian.)

#### DEPOSIT STATIONS AND HIGH SCHOOLS.

With the opening of the new Southeastern branch, the active deposit station at Friendship House, a social center in the southeast section of the District, was discontinued after many years of successful service to the community. The merging of this large station into the new branch and the closing of another at Hebrew Institute contributed materially to the loss in circulation statistics of stations and high schools for the year. There was a decrease in circulation

of 13,515 volumes, nearly half of which was due to the closing of three stations. The total circulation at stations and other outside agencies was 44,490 volumes. During the year 6,658 books were sent to the two branches and twelve stations. Many more volumes could have been circulated had the "traveling libraries" collection of juvenile books held on its shelves new titles to send to the eager little readers at stations far removed from the central library who are daily drifting away from its influence because they have practically exhausted the present collection.

The report from high schools is somewhat encouraging. Not only was there an increase in circulation but two schools which have not been availing themselves of the resources of the main library for a year and more have resumed and four parochial high schools have made small initial requests for the loan of books. Some idea of the value of the Public Library to the schools and colleges of the District may be gained from the following excerpt from a letter from the school librarian at Miner Normal School:

\* \* \* To express to you the thanks and appreciation of the Miner Normal School for the very great assistance this year through the loan of books for the various departments of the school. I have noted with extreme gratification the increased use of the material and realize how much it has actually meant in eliminating waste of time. \* \* \* The girls spent so much time looking up references in the various libraries of the city, often fruitlessly, through lack of proper guidance. I have tried to impress upon them the importance of consulting their own library first, and in this I have succeeded to the extent that I venture to say that at the lowest estimate 75 per cent of the reference material which they needed they have been able to secure here, and this was made possible largely through the loans of your department. It has been invaluable to us and I sincerely hope that we may depend upon it again next year.

The total circulation was 27,807 volumes from the 2,385 books sent to the 8 high schools, 4 colleges and universities, 1 normal school and 4 parochial high schools, or 519 more than in 1921-22. There was a total circulation of 72,297 volumes at 12 stations and 17 high schools and colleges. (From the report of Cecilia Franzoni, supervisor of stations and high schools.)

### REFERENCE DIVISION.

All sorts and conditions of men use the reference room. The reference division tries always to supply the information wanted, whether in books or not, using all the resources of this library and often telephoning to other libraries, Government departments, or legations. This library, in return, frequently gives information or loans material to Government and other special libraries in the District. A record of 8,615 questions answered, of which 593 were telephone calls, was made at the reference room desk.

Many high school and college students use the library for reference. Debate material is constantly in use and the most popular subjects are the restriction of immigration, closed shop, Government ownership of coal mines, cancellation of allied debt, the Ruhr invasion, and the international court. The educational information service of the library is being used more and more. Catalogues of colleges and universities are often consulted, especially in the spring and fall. In one case the library was able to be of assistance by finding a teacher in the city for an atypical boy.



The newspaper men of Washington frequently consult the library, sometimes coming in person and often using the telephone. Typical requests were for a picture of John Hanson, descriptions of Christmas in the White House, a picture of Nellie Sartoris's wedding table, a famous beauty of Polk's administration, legend of St. Patrick and the snakes, and low cases of banditry and piracy affecting Americans have been treated in American history.

A special effort was made to work more closely with the women's study clubs of the city. A letter of special invitation to 15 clubs brought responses from many, and club women have been given material on such subjects as the educational value of drama in high schools, memorials to women, short stories for reading, and a program on Washington City.

The Rambler articles about Washington, which appeared in the Evening Star from 1912 to 1922 and which were mounted last year, were skilfully bound in three large volumes and fully indexed. In this permanent form, with the index as a key to hidden treasures, it is expected that these articles will prove a very valuable source of accurate information. (From the report of Emma Hance, director of reference work.)

#### INDUSTRIAL DIVISION.

The usefulness of the library would be increased many times if it were possible to get business men to make fuller use of the information offered them. They used the library while they were at school and college because they naturally turned to books and therefore to the library for such information as they needed, but how to make the library a continuing necessity for them as they go out into the business world is a very definite library problem. At the suggestion of the assistant librarian that Wednesdays be used by the department heads as a day for special work free from departmental routine, a campaign of visiting the secretaries of various business organizations of the city was begun and seven different organizations were reached. A brief statement of the library's resources and the kinds of help rendered by the industrial division was prepared for publication in the official organ of each organization. Unfailing cordiality and many promises of cooperation were most gratifying and encouraging.

The rising cost of all books, and particularly technical books, has limited and in some instances definitely handicapped the industrial division in its book selection. A large number of valuable books are obtained from the Library of Congress by transfer, thereby adding many new editions yearly which could not be purchased. In spite of limitations, however, the book collection is good.

The reference work of the division is not greatly affected by the falling off in book circulation. Questions come not only from students and from those who are unfamiliar with the use of the library, but also from a large number of men who are out in the business and industrial world. The requests for help from the Government departments are markedly on the increase. (From the report of Ruth H. Todd, chief, industrial division.)

### CHILDREN'S DEPARTMENT.

Seeing the pure joy of thousands of children as they flock from the children's rooms with prized books or hearing teachers testify to the improvement in school work and the widening of sympathy that follow the receipt of baskets of books chosen at the library for their classrooms, makes one wonder and regret that it should be considered necessary to economize on right ideas and sane pleasures for little children or young people.

The new Southeastern branch, with its pleasant children's room, opening up reading opportunities for about 10,000 children hitherto deprived of such privilege, and presaging branches in other sections of the city, is a step forward for Washington. Though apparent, the results of good reading are not measurable in any terms. The circulation of over half a million volumes to the children of Washington for the past year therefore only indicates what the response would be in Mount Pleasant, Georgetown, the northeast and southwest sections of the city, and the suburbs of the District, were library facilities, including children's rooms, generally available. These books were circulated from the three children's rooms, Central, Takoma Park, and Southeastern, and the schools division, which issues to any grade teacher a set of books especially selected for her classroom.

The expansion of the children's department brings an urgent need for more children's librarians. An assistant director of work with children should be provided to assist in training the staff for the growing system and to cover the increase of work incident to the development of the department, since the dearth of children's librarians in the country and the low salaries paid in Washington make training in the department necessary. (From the report of Louise P. Latimer, director of children's work.)

### SCHOOLS DIVISION.

The teachers, as usual, have been very generous in expressions of appreciation during the past year. A number of letters from children have thanked the library for the books and told how "Sir Walter Raleigh is my favorite, because it is about fighting and great soldiers on the ocean in a storm," or "I read those library books every day. I hope we do get some more library books," or "I certainly am fond of fairy tales. We read the stories and then have lots of fun telling them to the class." One teacher writes, "These books mean so much to my little people (and big people, too) for in one case a child replied, 'No, Miss ———, I do not want to return my book to-day, because grandma is reading it and says it's so fine she wants to finish it.'"

The year shows happily a marked improvement in responses from seventh grades, the period at which it becomes difficult to hold children to good reading habits. Comparative figures show not only the volume of this work increasing but the percentage use of the books increasing as well.

The opening of the Southeastern branch decreased but slightly the demands for classroom sets from schools within its radius. This

situation encourages the library in its belief that the schools division, with its peculiar opportunities for attracting and developing readers, will continue to act as a feeder for the children's rooms. The quality of reading through the schools improves steadily. The division was proud of a set recently returned from a sixth grade in which The Spartan was recorded as having a circulation of 10, Romeo and Juliet (Gollancz edition) a circulation of 15, and David Copperfield read steadily to the neglect of books less classic in tone but with the attraction of being of the easily read popular type.

A circulation of 269,733 volumes recorded by the schools division for 1922-23 is the high-water mark of the division. The increase over 1921-22 is 17,729 volumes. Books numbering 58,002 were sent into 507 classrooms in 127 schools, public (107), parochial (13), private (5), and institutional (2). (From the report of M. Ethel Bubb, supervisor, work with schools.)

### THE PICTURE DIVISION AND EXHIBITIONS.

Some indication of the year's work is given by the circulation, from the collection of 53,681 mounts, of 89,185 pictures, an increase of 14,508 over 1921-22. Sets of pictures were sent to 899 teachers in 159 public and private schools and 19 Sunday schools.

Acquisition of a better quality of pictures and a wider range of subjects increased the miscellaneous orders 40 per cent. More frequent personal selections were made by reporters and outside contributors to newspapers, members of clubs and other organizations.

To a greater extent than in any preceding year the collection was used for commercial purposes. The material requested covered a wide range. Jewelry, art, and embroidery stores reported success in securing designs to fill orders ranging in price from \$5 to \$500. Pictures were furnished for a century of fashion displayed on models in the windows of a large department store to advertise its fiftieth anniversary.

Another interesting feature was the increased service rendered to directors of pageants and plays. A large collection of colonial pictures was borrowed by a Washingtonian for use at Charlottesville, Va., in connection with the town's home-coming pageant. The most noteworthy local work was in connection with the Shriners' convention. Pictures were supplied for models in the construction of vessels, dating from Noah's ark, for the river pageant, and for period costumes of American history for tableaux on floats in one of the street parades.

Exhibits loaned by the American Federation of Arts were: Landscape gardening, art in the home, lithographs by members of the Senefelder Club, of London, and wood prints by Helen Hyde.

A new activity of the division which met with marked success was that of illustrating collections of books on timely subjects displayed on a combination bookcase and bulletin board in the first-floor lobby. Lists of the best books on each subject were also posted. For the spring exhibit of birds and wild flowers lists were furnished by the Biological Survey, Audubon and Wild Flower Societies; the last two named supplied printed lists for distribution. An additional attraction in the lobby was a frieze of scenic posters donated

by the New York office of the Railways of France and Italy. (From the report of Grace B. Finney, in charge of picture collection and exhibits.)

### ACCESSIONS—PURCHASES AND GIFTS.

The work of the division has been particularly heavy during the past year owing to the increase in the congressional appropriation for books of \$5,000 for the Southeastern branch. During the year 17,353 books were purchased, an increase of 3,050 volumes over the previous year.

The solicitation of books and pamphlets has been conducted on a more extensive scale. The book stock of the new Southeastern Branch Library proved so inadequate that it was decided to circularize prominent citizens asking for gifts of books or money for the purchase of books for the branch. Although the responses have not thus far been very general, the books received have been desirable, and it is hoped that in the fall the results of the campaign will be greater. A much appreciated gift of the year is that of Mr. G. H. Paine, of the United States Chamber of Commerce, who generously contributes about \$10 a month for the purchase of new books. The always welcome annual gift of review copies of new books was received from the Evening Star as usual.

It has been found advantageous to make two visits a week to the Library of Congress instead of one as heretofore. The number of titles of copyrighted transfers received justifies the extra amount of time spent. Last year 1,303 books were so received, an increase of 374 volumes over the previous year.

The list of science books compiled by the Washington Academy of Science was revised during the year and published by the American Library Association. The list was checked with the collection already assembled for exhibition and the new titles were ordered to complete the exhibit. (From the report of Edith W. Moore, chief, order division.)

### CATALOGUE DEPARTMENT.

The figures submitted this year are larger than usual. There were 21,870 volumes classified and catalogued; of these 4,035 were new titles and parts of books catalogued.

The chief activity of the year has been the cataloguing of books for the Southeastern branch. Over 6,500 books were shelf-listed, catalogued, and prepared for the shelves. Two dictionary catalogues were made, one for adult readers and one for children. A very successful scheme was developed whereby a subject list with references for all branches will be kept at the central library, eliminating the necessity of consulting the branch catalogue.

The need for better salaries for trained cataloguers has been practically demonstrated. In January one of the cataloguing force was transferred to the new branch, and every effort to fill the position was thwarted because of the reluctance of trained people to accept the small salary this library has to offer. With the opening of new branches the situation will become more acute, for the work will be materially increased and an additional assistant will be required. (From the report of Julia H. Laskey, chief, catalogue department.)

### BOOKBINDING.

Last year 7,959 volumes were bound; all but 1,500 were handled in the library's bindery. Owing to the accumulation of books for binding and the inadequacy of the binding fund, \$900 which would ordinarily have been spent for new books was transferred to the department. By using the money for binding instead of for the purchase of new copies approximately four times as many volumes were made available.

Prices of all materials for the making of books show increase. In consequence of the rising cost of production the leading library bookbinders have increased their schedule of prices at least 10 per cent.

The periodical collection has been revised, and nearly 1,000 bound volumes and much unbound material have been withdrawn. This measure not only afforded needed space, but placed the publications where they would be more useful. One-half of the bound material was sent to the Library of Congress by request, and the remainder disposed of to dealers in exchange for substantial credits.

The opening of the Southeastern Branch Library met with such appreciation by the community served, that, ever since shortly after the opening, volumes needing binding or repair have been returned in a constant stream. As no extra provision had been made for the care of these books, they materially embarrassed the binding department and contribute to the fact that the department faces the new fiscal year with more than a half year's work ahead, and every expectation that the volume of work received will not abate. (From the report of Elizabeth P. Gray, supervisor of binding.)

### THE LIBRARY STAFF AND LIBRARY TRAINING.

The enactment of the long hoped for reclassification legislation is the most important event of the year from the point of view of the improvement of the staff situation. There is reasonable hope that when the new law goes into effect on July 1, 1924, it will involve a substantial increase in the scale of library salaries. This should insure greater contentment in the staff, make recruiting easier, and make possible the exaction of higher standards of education and training, thus toning up the entire library service.

The library's training class has for many years served the very useful purpose of recruiting candidates and of furnishing them sufficient elementary training so that they become eligible to junior subprofessional positions in the library service. The class has an established reputation among such library training classes in the country. For the coming year the library is fortunate in securing as training class director Miss Emma V. Baldwin, formerly of the Brooklyn Public Library, who has had long experience in library administration and in professional library training.

Recruits to the junior positions on the library staff can be secured through the gate of the library's own training class, but the class does not afford adequate training for filling the more responsible positions of full professional grade. If reclassification brings substantial improvement in library salaries and the library service expands as it will with the opening of the new branches, there should be an increasing number of higher positions to be filled for

which advanced education and training can be exacted. Such positions as can, with profit to the service, be best filled by the promotion of those on the staff having the requisite education, training, and experience will be so filled. Such expansion will probably lead to the appointment of graduates of some of the regular library schools of university grade.

This brings up again the question of the long recognized need of a library school in Washington. In view of the great variety of libraries in Washington to be used for laboratory purposes in library training and of the many advantages of the capital as an educational and scientific center as well as a delightful place of residence, and in view of the fact that Washington libraries need to employ the highest grade of trained service, there is no other center where a high grade library school is so much needed or could be conducted so advantageously as here. It is hoped that it will not be long before this need will be recognized by some agency able and willing to meet the cost.

In a total staff of 106 (exclusive of 5 in the bindery) there were 33 resignations; 12 from the professional, subprofessional, and clerical staff; 16 from the messenger and page force; and 5 from the building force. This turnover of 31 per cent has again increased from that recorded a year ago.

In spite of the discouragements due to low salaries, overwork because of insufficient staff, and the postponement of the effective date of the reclassification law for another year, the morale is excellent and the professional spirit pervades the staff to a high degree.

The librarian attended the first meeting of librarians of large public libraries of the country, held in Chicago in December, 1922, and read a paper on "Library support—Psychological handicaps and possible remedies" (published in the proceedings of the meeting). He also attended the second meeting at Silver Bay, Lake George, N. Y., early in the present month. He also attended the annual conference of the American Library Association held at Hot Springs, Ark., in April. He served as chairman of the committee on civil service relations and as such presented to the council of the American Library Association at Chicago and at Hot Springs an offer of the bureau of public personnel administration of the Institute for Government Research to make a study of the personnel problems of library work the country over, an offer which was accepted by the association.

Immediately following the passage by Congress of the classification act of 1923, the librarian prepared a summary of the act as it seemed likely to affect librarians, which was published in the *Library Journal* of April 1, 1923. The assistant librarian, Miss Clara W. Herbert, prepared an article on "Librarianship—a profession," drawn entirely from nonlibrary authorities, which was published in the *Library Journal* for July, 1923. The librarian continued his service on the National Library Commission of the Boy Scouts of America and also on the national council of that organization, and attended the annual meeting of the latter held in Palisades Interstate Park in July, 1923.

At the request of former District Commissioner Louis Brownlow, now city manager of Petersburg, Va., the librarian visited that city and advised concerning necessary changes in a residence building presented to the city, required to adapt it for use as a public library.

## BRANCH LIBRARY DEVELOPMENT.

With the erection and opening of the Southeastern Branch Library accomplished and with the site purchased and the plans in progress for the Mount Pleasant branch, a substantial new beginning has been made toward the development of the system of separate branch libraries, to include not less than the seven provided for in the 1917 program. That program called for branches in Takoma Park (opened in November, 1911), in the southeast (opened in December, 1922), in Mount Pleasant (to be opened, it is hoped, on January 1, 1925), in the northeast, in the southwest, in Georgetown, and in the vicinity of Dupont Circle.

Washington is far behind other comparable American cities in branch library development, and it is high time that strenuous efforts should be put forth to bring it up to date. The table of municipal library expenditures, book circulations, and branch library provision in American cities of over 200,000 population (p. 27) shows that these 32 cities (including one city having no branches, one city having only one branch, and Washington with its two branches) have an average of 15 branch libraries, of which an average of 8 are in separate buildings. This table shows Cincinnati (slightly larger than Washington) with 25 branch libraries, 11 in separate buildings, and a number of cities smaller than Washington with the following: Minneapolis, 17 branches, 8 in separate buildings; Indianapolis, 18 branches, 11 in separate buildings; Louisville, 12 branches, 9 in separate buildings; Portland, Oreg., 17 branches, 12 in separate buildings; Denver, 9 branches, 8 in separate buildings; and Toledo, 8 branches, 5 in separate buildings.

Most of these other cities received offers of Carnegie money for branch library buildings about the time that Mr. Carnegie made his famous offer to Washington "to give the necessary money \* \* \* to build branch library buildings from time to time as the trustees may call upon me to do so"—that is, about 20 years ago. The other cities, autonomous in government, promptly accepted the Carnegie offer, put up the buildings in the course of a very few years (at a time when suitable library sites were cheaper and building costs lower) with the result that their entire populations have ever since been enjoying library advantages through the means of branch libraries within reasonable distance from their homes. Washington was not permitted by Congress to accept the Carnegie offer as a whole when it was made, so that during the past 20 years Public Library centers here have been confined to the central library and one suburban branch, until the Southeastern branch was added during the past year.

With the Carnegie Corporation apparently favorable to the plan of carrying out Mr. Carnegie's offer to Washington—in spite of the long delay in accepting the offer—and with Congress now apparently committed to the principle of making appropriations for the purchase of suitable branch library sites, the prospect of carrying out the full program for separate branch libraries seems bright.

With the idea of going forward with this program as rapidly as possible, the library trustees have asked the commissioners to include in their estimates for the fiscal year 1925 an item of \$10,000 for the purchase of a branch library site for northeast Washington, with

the proviso that the item should be eliminated if it should be found necessary to cut the library items of the Budget. It is hoped that it will be found possible to retain this item. Northeast Washington greatly needs a branch library and suitable sites are becoming scarce and high in that rapidly growing section.

In spite of the temporary setback in not securing the appropriations for equipping and operating the branch libraries in the Eastern High School and Langley and Macfarland Junior High Schools, the prospect for establishing and conducting the series of branch libraries in the public schools seems good. The part of the branch-library program having to do with branches in public schools provides for a series of 25 or more such branches in suburban schools so distributed as to furnish library service to the entire population, adults as well as children, white and colored, not served by the separate branch libraries. The plan is so reasonable and so economical and has so enlisted the full approval of the superintendent of schools, the Board of Education, the commissioners, and the public that there should be no delay in carrying it out. Support for the branches now allotted by the school authorities should be promptly made and after that other rooms in new buildings or enlargements of old buildings in accordance with the plan may be counted upon. Although this plan is not unique in Washington, it is so far from general that in its development Washington has a fine opportunity for furnishing an object lesson of cooperative service—school and library—that should be worth copying elsewhere. This would be in addition to the service it promises to render to the suburban population of Washington.

Each year of the 19 I have served as your librarian has but deepened my appreciation of the devotion of the trustees to all that makes for the advancement of the library's interests.

Respectfully submitted.

GEORGE F. BOWERMAN, *Librarian.*

The TRUSTEES OF THE FREE PUBLIC LIBRARY.

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#### APPENDIX TO LIBRARIAN'S REPORT.

#### LIBRARY STATISTICS—AMERICAN LIBRARY ASSOCIATION FORM.

Annual report for year ended June 30, 1923.

Name of library: Public Library of the District of Columbia.

Population served: 437,571 (1920 census).

Terms of use: Free for lending; free for reference.

Total number of agencies: 165.

Consisting of: Central library, 1; branches, 2 (in their own buildings); colleges, 4; schools, 141 (1,458 collections sent to 507 classrooms in 127 schools); stations, 13; home libraries, 2; playgrounds, 0; summer camps, 2.

Number of days open during the year (central library): 355 (closed all Wednesdays, 3 p. m.); Saturdays, 1 p. m., July 1 through September 30.

Hours open each week for lending (central library): 66.

Hours open each week for reading (central library): 72.

Total value of library property (exclusive of sites): \$722,000.



*Book stock and use.*

	Adult.	Juvenile.	Total.
<b>BOOK STOCK.</b>			
Number of volumes at beginning of year.....			239,061
Number of volumes added during year by purchase.....			17,353
By gift or exchange.....			3,640
By binding.....			230
Number of volumes lost or withdrawn.....			11,520
Total number at end of year.....			248,764
Of this number there are in reference department.....			17,881
Number of pamphlets: Large number received and used but no separate count kept.....			
Number of pictures, photographs, and prints added.....			2,074
Total number of pictures, photographs, and prints.....			53,681
Other additions: Maps.....			11
Number of periodicals and newspapers currently secured: 656 titles, 844 copies.....			
Number of publications issued during year: Annual report and several leaflet lists.....			
<b>USE OF COLLECTION.</b>			
Number of volumes of fiction lent for home use.....	303,259	273,452	576,711
Total number of volumes lent for home use.....	519,030	525,183	1,044,213
Per cent fiction lent of total volumes lent.....	58	52	55
Circulation per capita.....			2.3
Number of pictures, photographs, and prints lent for home use.....			89,185
Other circulation: Many clippings circulated, but no records kept.....			
Number of persons using library for reading and study: Large, but not recorded.....			
<b>REGISTRATION.</b>			
Number of borrowers registered during year.....	14,387	6,284	20,671
Total number of registered borrowers.....			60,205
Registration period, 3 years.....			
Per cent registered borrowers of population served.....			14

*Financial statement.*

## Receipts:

Unexpended balance.....	\$892.89
Congressional appropriation (maintenance).....	148,105.04
Endowment funds.....	70.00
Fines and sale of publications.....	9,886.16
Duplicate pay collection.....	1,414.74
Interest on deposits.....	3.76
Other sources.....	1,456.14
Total.....	161,828.73

## Payments:

Books.....	20,642.25
Periodicals.....	837.99
Binding.....	9,486.01
Salaries, library service.....	102,480.15
Salaries, janitor service.....	13,347.00
Heat.....	2,842.46
Light.....	3,820.88
Supplies.....	5,270.20
Printing.....	153.13
Telephone.....	425.17
Transportation, postage, express, freight, etc.....	1,705.65
Other maintenance.....	526.95
Total maintenance.....	161,537.84
Balance.....	290.89
Grand total.....	161,828.73

Maintenance expenditure per volume of circulation.....	\$0.154
Maintenance expenditure per capita.....	.369

*Municipal library expenditures and circulations per capita, 1922 or 1923.*

Cities (ranked according to population).	Population (figures obtained from library reports or librarians).	Expenditures 1922 or 1923.	Per capita expenditures.	Home circulation (volumes).	Expenditure per volume circulated.	Per capita circulation (volumes).	Number of branches.	Branches housed in separate buildings, devoted exclusively to library purposes.
New York City.....	5,774,184	2,181,896.01	\$0.377	17,286,353	\$0.121	3.11	91	71
New York Public Library.....	3,205,828	1,203,451.63	.375	9,929,059	.121	3.09	43	42
Brooklyn.....	2,018,356	727,281.11	.360	6,040,482	.120	2.99	28	23
Queens.....	550,000	251,163.27	.456	2,016,812	.124	3.66	20	6
Chicago.....	2,701,705	1,231,028.59	.455	8,825,773	.139	3.26	44	5
Philadelphia.....	1,823,779	530,666.65	.291	4,029,093	.131	2.21	28	27
Cleveland.....	844,077	947,401.83	1.12	4,797,088	.197	5.68	52	18
Boston.....	832,678	851,148.46	1.02	2,768,984	.307	3.32	31	12
St. Louis.....	803,853	395,887.92	.492	2,247,363	.176	2.79	9	6
Baltimore <sup>3</sup> .....	773,850	163,937.06	.211	906,832	.181	1.17	23	22
Los Angeles.....	700,000	485,000.00	.692	3,821,604	.126	5.45	34	12
Pittsburgh <sup>3</sup> .....	613,442	505,039.31	.824	2,159,309	.235	3.51	9	9
Old city.....	.....	429,704.19	.....	1,654,074	.....	.....	8	8
Allegheny.....	.....	75,926.12	.....	496,235	.....	.....	1	1
Milwaukee <sup>2</sup> .....	539,449	263,003.83	.487	2,479,332	.106	4.59	11	3
San Francisco <sup>3</sup> .....	539,058	245,129.64	.454	1,835,430	.133	3.49	9	9
Buffalo.....	506,725	249,401.43	.492	2,067,584	.121	4.68	7	1
Cincinnati <sup>2</sup> .....	493,678	340,249.60	.698	2,051,045	.146	4.15	25	11
Newark <sup>3</sup> .....	438,699	235,903.13	.537	884,517	.266	2.69	2	2
Washington.....	437,571	161,537.84	.369	1,044,213	.154	2.38	2	2
Minneapolis <sup>2</sup> .....	415,419	365,837.19	.881	1,823,705	.201	4.39	17	8
New Orleans.....	400,000	79,584.60	.198	514,942	.154	1.28	5	5
Kansas City <sup>3</sup> .....	390,000	242,842.68	.674	1,224,207	.199	3.38	13	2
Indianapolis <sup>3</sup> .....	344,882	273,919.47	.803	1,352,183	.262	3.96	18	11
Seattle.....	331,343	264,918.88	.799	2,131,384	.124	6.43	9	8
Rochester.....	315,000	133,588.78	.424	1,232,895	.108	3.91	7	1
Jersey City.....	248,103	157,759.54	.629	1,251,214	.126	4.19	7	2
Portland.....	275,898	273,718.08	.992	2,128,967	.128	7.71	17	12
Columbus.....	275,000	49,250.00	.179	379,129	.129	1.37	0	0
Toledo <sup>2</sup> .....	268,338	124,066.41	.462	1,049,993	.118	3.91	8	5
Denver.....	256,491	140,000.00	.545	1,199,323	.116	4.67	9	8
St. Paul <sup>2</sup> .....	250,000	226,567.00	.906	1,454,314	.155	5.81	4	4
Oakland <sup>3</sup> .....	240,086	137,253.43	.571	1,012,031	.135	4.21	13	4
Providence.....	237,595	204,978.56	.862	744,782	.275	3.13	5	1
Louisville.....	234,891	130,306.08	.554	1,267,348	.167	5.14	12	9
Atlanta <sup>3</sup> .....	222,963	93,729.71	.420	539,538	.173	2.41	7	4
Omaha.....	220,000	86,120.26	.391	713,638	.121	3.24	2	2
Total and average.....	22,764,757	11,732,253.87	.515	77,851,023	.151	3.41	536 15.14	296 8.45

<sup>1</sup> Circulation department only.<sup>2</sup> City and county.<sup>3</sup> Census estimates, July, 1923.

## REPORT OF TREASURER.

(July 1, 1922, to June 30, 1923.)

## Receipts, desk fund:

Balance on hand, June 30, 1922.....\$860.93

## Fines—

Issue department (central library).....\$6,342.27

Juvenile department (central library).....1,644.57

Industrial department (central library).....779.55

Takoma Park branch.....461.71

Southeastern branch.....452.61

Stations.....198.40

9,879.11

Duplicate collection.....1,414.74

Reserves.....173.12

Reissued cards.....203.84

Books lost and injured.....840.19

## Receipts, desk fund—Continued.

Catalogs .....	\$7. 05
Magazine refunds .....	18. 82
Sale of magazines .....	122. 00
Interest .....	3. 76
Total .....	13, 523. 56

## Expenditures, desk fund:

Books .....	3, 097. 04
Services of assistants .....	6, 799. 49
Periodicals, subscriptions .....	833. 99
Membership fees in learned societies .....	95. 00
Reimbursing emergency fund .....	200. 00
Post cards and stamps for overdue notices, etc. ....	600. 00
Prints .....	4. 00
Traveling expenses .....	542. 18
Auditing accounts .....	20. 00
Reb'nding books (outside work) .....	893. 00
Premium on bond of treasurer .....	6. 25
Magazine binders .....	5. 28
Dodge car upkeep .....	155. 92
Book lists .....	18. 76
Change fund for Southeastern branch .....	5. 00
Miscellaneous .....	22. 66

Total disbursements .....	13, 298. 57
Balance on hand, June 30, 1923 .....	224. 99
Total .....	13, 523. 56

*Donation fund, including Henry Pastor memorial fund, Woman's Anthropological Society fund and vending-machine fund.*

GEORGE F. BOWERMAN, TREASURER, IN ACCOUNT WITH THE PUBLIC LIBRARY.

## Receipts:

To balance on hand, July 1, 1922 .....	\$31. 96
Vending-machine fund .....	60. 00
Woman's Anthropological Society fund .....	50. 00
Henry Pastor memorial fund .....	20. 00
Donation .....	28. 17
Money found in building .....	10. 00
Total .....	200. 13

## Expenditures:

Membership fees in learned societies .....	25. 70
Periodical subscriptions .....	4. 00
Books .....	45. 21
Vending-machine supplies .....	59. 32
To balance on hand, June 30, 1923 .....	65. 90
Total .....	200. 13

## AUDIT BY FINANCE COMMITTEE OF LIBRARY TRUSTEES.

We, the finance committee of the board of library trustees, hereby certify that we have had the accounts of the treasurer of the board audited, so far as the same relate to the desk and the donation funds, including the Henry Pastor memorial fund, the Woman's Anthropological Society fund, and the vending-machine fund, receipts, and disbursements, and find that all the receipts have been collected and accounted for; that the disbursements are represented by canceled checks and vouchers, and that the same are correct. We

also certify that the balances shown by the report of the treasurer correspond to the balances in bank.

C. J. BELL, *Chairman*,  
JOHN B. LARNER,  
BENJAMIN W. GUY,  
*Finance Committee.*

WASHINGTON, D. C., *September 22, 1923.*

This is to certify that I have audited the desk fund and donation fund accounts of the Public Library and find that there was on hand in the desk fund account on the 1st day of July, 1922, the sum of \$860.93; that the receipts during the year ended June 30, 1923, amounted to the sum of \$12,662.63 and that the expenditures for the same period amounted to the sum of \$13,298.57, leaving a balance in the hands of the treasurer as of June 30, 1923, of \$224.99, which amount is shown to be on deposit in bank after allowance for outstanding checks.

I find that the balance on hand July 1, 1922, in the donation fund account was \$31.96, and that the receipts during the year amounted to the sum of \$168.17, and that the balance on hand as of June 30, 1923, amounted to the sum of \$65.90.

Respectfully submitted,

A. S. VIPOND, *Auditor.*

#### THE PUBLIC LIBRARY AND THE PUBLIC SCHOOLS.

[Extract from report of the Subcommittee of the Senate and House Committees on the District of Columbia on the "Reorganization of the schools of the District of Columbia," 67th Cong., 4th sess., S. Doc. No. 315, Feb. 27, 1923.]

From the statements of the public librarian who appeared before the committee it is evident that the Public Library now renders a large and efficient service and that such service is well coordinated with the work of the schools. But it is also evident that the library's resources and equipment are altogether inadequate to meet the legitimate demands for library service alike of school and adult population.

The library staff, though well trained, is underpaid and is insufficient in numbers to do present work. Book and other maintenance funds are meager. But perhaps the most striking feature of the needs of the library is that it has no system of branch libraries such as is to be found in comparable cities. With but the central library and one suburban branch library the Public Library practically does not exist for the great majority of the population of the District. The main library is centrally situated, is efficiently administered, has a good children's department, furnishing skilled service to young folks, including an extensive system of book distribution through the schools, but it is located in the midst of dangerous traffic conditions. In spite of that fact swarms of children, some of whom come long distances, make large and profitable use of its privileges. Clearly the library should have a system of branch libraries so distributed that they will furnish library service reasonably near the homes of the entire population of the District. Just as there should be in Washington the best of public-school systems, a model for the entire country, so there should be here the best of public library systems, also a model for the entire country.

The work of its central library children's room and its system of book distribution through the schools are now often studied by people from outside Washington. But so long as its work is confined to a congregated central library and one suburban branch, it can neither meet the needs of Washington nor can it have much to show to people from other cities where library service has been much more highly developed. Comparison with other cities show that Cincinnati, slightly larger, has 24 branches, 14 in separate buildings, and that the following smaller cities have more branches than Washington: Minneapolis, 16 branches, 10 in separate buildings; Indianapolis, 18 branches, 11 in separate buildings; Portland, Oreg., 17 branches, 11 in separate buildings; Louisville, 12 branches, 9 in separate buildings; and Oakland, Calif., 13 branches, 4 in separate buildings.

Last year there was included in the second deficiency bill in conjunction with the emergency appropriation for the school building program an appropriation

of \$10,000 for the purpose of a site for a branch library, and a branch library building has now been erected on a fine site in southeast Washington, with \$67,000 supplied by the Carnegie Corporation. This branch was opened in December, 1922, and already has large use. The library trustees plan to erect five additional separate branch libraries, all in the thickly built up portions of the District, located, respectively, in Mount Pleasant, in Georgetown, in northeast Washington, in southwest Washington, and in the vicinity of Dupont Circle. The District appropriation bill for 1924 provides \$25,000 for a site for the Mount Pleasant branch and the Carnegie Corporation has allotted \$100,000 for the building. In spite of the delay since 1903, when Andrew Carnegie offered "to give the necessary money \* \* \* to build branch library buildings from time to time as the trustees call on me to do so," the library trustees hope to induce the Carnegie Corporation to furnish the money for these branch library buildings. The committee believes that these separate branch libraries are needed, and Congress should make the appropriations for the purchase of the necessary sites.

